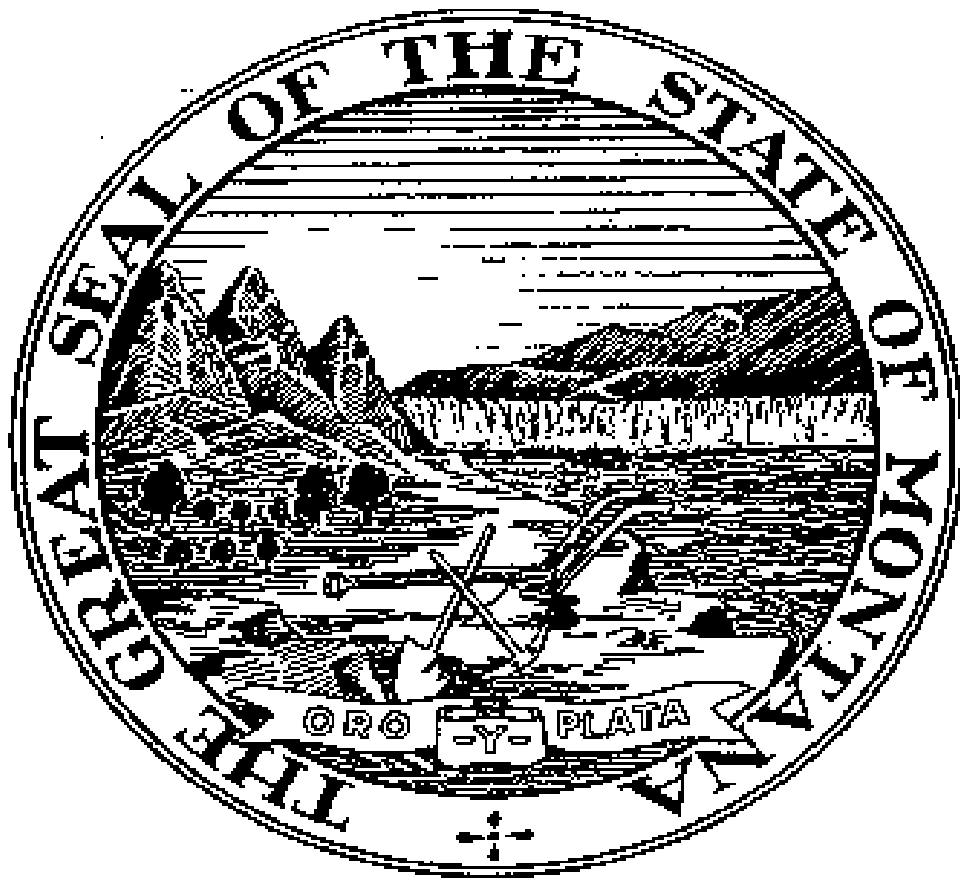


Health Care Provider Safety Self Inspection Checklist

Occupational Safety and Health Bureau



Montana Department of Labor and Industry

Prepared for Montana Employers
by the

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**Health Care Provider
Safety Self Inspection Checklist**

(Y/N)

- _____ OSHA Notice Poster posted where employees can readily view?
- _____ OSHA 200 Illness/Injury Log maintained and posted annually?
- _____ Are employees exposed to the hazards of HIV/HBV/TB etc.? If so, has the employer established a written Exposure Control Plan designed to eliminate or minimize exposure?
- _____ Does the employer inform source, obtain consent, test source for HIV/HBV following employee exposure from needle stick, mucous membrane exposure, or cutaneous exposure?
- _____ Does the employer: test the patient for HIV as soon as possible after above exposures where seronegativity has not yet been confirmed; provide HIV testing of exposed workers as soon as possible after exposure with seronegativity tested at 6 weeks, 12 weeks and 6 months; advise the employee to seek medical attention for those illnesses which occur?
- _____ Does the employer provide Hepatitis B vaccine free of charge to those employees having occupational exposure to HBV?
- _____ Does the employer have a Sharps Policy forbidding the recapping or re-sheathing of needles?
- _____ Does the employer have and enforce a policy of universal precautions regarding blood and other potentially infectious materials (OPIM)?
- _____ Are adequate and appropriate sharps disposal containers provided?
- _____ Are all areas of the facility maintained in a clean orderly condition?
- _____ Are all open sided floors or work platforms and stairways adequately guarded?
- _____ Are all exit signs requiring illumination provided same?
- _____ Are all exits provided appropriate and visible marking as exits?
- _____ Are all compressed gas (oxygen) bottles and cylinders secured to prevent them from falling over or from being knocked over?

- _____ Is necessary personal protective equipment in use at locations and activities where it is required?
- _____ Are adequate protective eye and face protection provided and used where required?
- _____ Are appropriate BIOHAZARD tags, labels, or signs used to identify potential or actual biohazards and to identify equipment, containers, rooms, experimental animals, or combinations thereof, that contain or are contaminated with blood or other potentially infectious material?
- _____ Does the employer, where appropriate, have a lock-out/tagout program to prevent employee exposure to hazardous energy associated with electricity, machines, and equipment?
- _____ Has the employer provided suitable facilities for eye washing or body drenching within the proximity of activities or operations where there is a likelihood of splash, spray, or splatter of blood or other potentially infectious material or caustic or corrosive chemicals are in use?
- _____ Are fire extinguishers and hoses visually examined on a monthly basis to ensure proper function?
- _____ Are all fire extinguishers provided an annual maintenance check by a qualified person?
- _____ Are moving parts, belts, gears and pulleys of machines and equipment in the facility adequately and properly guarded to prevent accidental contact?
- _____ Are the wiring and components of the facility and its equipment free of hazards due to exposed live electrical parts?
- _____ Are the facility and equipment wiring adequately grounded?
- _____ Do the facility and equipment cords, fixtures, panels, and boxes have proper strain relief, abrasion protection, and no unused openings?
- _____ Are all electrical boxes, panels, fixtures, and fittings equipped with appropriate covers?
- _____ Does the employer have a written Hazard Communication/Employee Right-to-Know program?
- _____ Does the Hazard Communication Program contain a complete list of all hazardous chemicals?

- _____ Are all containers of hazardous materials adequately and properly labeled with contents and hazard warnings?
- _____ Are Material Safety Data Sheets (MSDS) for all hazardous materials properly maintained and readily accessible?
- _____ Does the employer provide adequate comprehensive training to all employees regarding exposure to hazardous materials?